

Approved

**Town of Brentwood
Budget Committee Hearing
Minutes of November 19, 2012**

Present: Elyse Seeley (Chair), Bill Faria, Malcolm Allison, John Lyon, Bob Mantegari, Dianne Vosgien (School Board Representative), Ken Christiansen (Selectmen Rep).

Absent: Krista Steger (excused)

Visitors: Ron Kew, Lisa Swasey, Crystal Buswell, Paula Rushia, Kim Woods, Wayne Robinson
Chairperson Elyse Seeley called the meeting to order at 7:15 pm.

1. Correspondence

Elyse circulated copies of a Board of Selectmen email response with attachments that Bud Com received as a response to our request for information on the recent sale of the old fire house. We are awaiting additional information from the Fire Association as well as requested information related to the disposition of the proceeds of the sale of the old fire house.

2. Motion to approve draft minutes from November 5, 2012. Bob/Dianne With corrections 5-0, 2 Abstentions (Bob/Diane).
3. Motion to approve draft minutes from November 17, 2012 Field Trip. Malcolm/Bill With corrections, 5-0, 2 Abstentions (Bob/Diane)
4. Malcolm to attend next meeting telephonically, using either Diane or Krista's (not present) cell phone as the contact number.

Town Budgets:

1. Swasey School budget draft was provided for us to review. Any questions please submit them to Elyse electronically for our next meeting on December 3 for work and/or review. Ron Kew was present. On a quick read it appears most changes are due to the required retirement and health benefits. We currently have 365 students and that number is not expected to change for the coming year.
2. Financial, Tax & Assessing Budget: Assessing. Motion to discuss, Malcolm/Bob. Ken advised most of the increase is associated with the assessor's salary and actions related to disputes with utilities (Fair Point). He has had to and continues to deal with a number of lawsuits related to the poles and assessments associated with taxing them. . Motion to approve in the amount of \$31,201.00, Malcolm/Bob, 7-0.
3. Financial, Tax & Assessing Budget: Finance. Motion to discuss Bob/Ken. In discussion we could not ascertain the reason for the increases. Citizen's Bank is charging more for the trust fund, audit expenses increased due to a citizen request from town meeting for additional audit information. Appears all line items have increased, and we do not have enough information. Motion to table and get additional information on the reasons for the increase, John/Bob, 6-0-1 abstention (Ken).
4. Executive Office: Town Administrator, Motion to discuss and approve by Malcolm/Bob, Noted 4% increase in salary line. Approved in the amount of \$82,031.00, 6-1.

5. Executive Office: Executive Office, Motion to discuss and approve, Malcolm/Bob, Ken advised that the select board voted not to accept a 2% COLA. Approved, in the amount of \$29,160.00, 6-1.
6. Joint Loss Management: Motion to discuss and approve, Malcolm/Bob, approved in the amount of \$1,021.00, 7-0.
7. Regional Associations: Motion to discuss and approve, Malcolm/Bob, Change due to significant increase in services to Brentwood residents. Approved in the amount of \$20,384.00, 6-1.
8. Welfare: Motion to discuss and approve, Malcolm/Bob. 13% increase in salary line. Approved in the amount of \$7,084.00, 7-0.
9. Insurance: Motion to discuss and approve, Malcolm/Bob This is a reduction from last year, Approved in the amount of \$84,775.00, 7-0
10. Waste Collection, Waste Disposal, Recycling: Motion to discuss and approve, Malcolm/Bob, only increase is for SRR Dues. Approved, in amounts of: Collection, \$112,503.00; Disposal, \$104,685.00, and Recycling, \$56,710.00, 7-0
11. Executive Office: Executive Office, Motion to discuss and approve, Malcolm/Bob. This is a revised amount (11/19/2012) to include a increase in LOSAP. Ken explained that this line item is for Leadership training, time expended on it only and that more of the fire personnel are eligible this year. Approved, in the amount of \$31,160.00, 6-1
12. Government Buildings: Motion to discuss and approve, Malcolm/Bob. Increase in electricity and heating expenses. Also recreation center increased due to increased town functions/activities (i.e. elections) and this amount is split between town and Rec center revolving funds for maintenance. Approved in the amount of \$48,157.00, 6-0-1 abstention (Bob).
13. Legal: Motion to discuss and approve, Malcolm/Bob, Legal to pursue Pine Road case. Approved in the amount of \$22,002.00, 7-0.
14. Library: Motion to discuss and approve Malcolm/Bob. Ken said increase in Library budget will only be \$4,000.00 based on Director selecting health plan. It appears increase will be larger than that (up 11%), including increased operating hours, Director's salary increase. Ken believes there was an understanding of increasing Director's step increase. No one on the committee recalls any arrangement. Elyse pointed out that Bud Com approves a bottom line number and does not get involved in hiring, salaries etc. Also, propane costs seem out of line with current costs, no revenue information. Town is changing bids for heating, propane, diesel. Motion to accept withdrawn, Motion to defer Library budget to Dec 17 meeting and discuss increases, revenues. Table approved 6-1
Action: Elyse will request Library attend December 17 meeting.

Action: Elyse to request Karen flag any salary line increases above 2% so we can get additional information (i.e. additional hours, merit raise etc.)

New Business

1. Wayne is available to open Highway Department tonight and provide information on Highway Department needs. John suggested we make the field trip on Saturday to allow Krista to attend as well. Elyse pointed out that since we are all available we should take advantage of the opportunity and Krista would be more than welcome, by Wayne, to visit the highway department at a later date, including Saturday.

Action: Elyse asked if anyone had questions on the school draft budget to email them to her so she could compile them for that discussion.

Public Comments

None

Meeting to continue at the Highway Department. All present invited.

Meeting continued with a tour of the highway shed and a brief discussion on the need for both a salt/sand covered storage area and an additional vehicle storage area. While at the highway shed it was noted by members unfamiliar with the facility how crowded and tight the space is for vehicle parking and working on the vehicles. Ken noted that a surprise visit made recently resulted in a unfair labor practice fine. Also, Wayne advised us of two budget related items he recently had to complete: purchase of safety chains, required by the state (a state inspection is due in the next week). Cost of the safety chains for securing the spreader equipment totaled \$1,000.00. In addition, he has to replace, annually, the blades for all the plows. He was able to get a good price on the blades, totaling \$3,000.00 versus a cost estimate of \$6,000.00. Additional storage for the vehicles is needed. In addition, the mandated salt/sand covered shed will be required in the future. Wayne is meeting with a vendor to discuss options and costs next week.

9:30 pm Motion to adjourn, Malcolm/John, approved 7-0

Minutes respectfully submitted by
William C Faria